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Defining Work

An Aboriginal Perspective

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Defining Work

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INTRODUCTION

DEFINING WORK: An Aboriginal Perspective

Since the beginning of time we have always needed to develop ways to meet our needs. Traditionally we had the land and its resources to provide our basic needs of food, clothing and shelter. Contact with other cultures has changed the way we meet our needs. We started to specialize and develop skills that others needed. In return, we were paid for providing goods such as furs and services such as interpreting and guiding. Impacts (like technology) on all cultures in this country invite us once again to explore how we can adapt our skills to meet our needs.

What Is Work?

How we define "work" itself is constantly changing. It may be affected by other changes such as shifts in local and global economies or social trends like environmental awareness and more women in the workplace.

If we look at our communities today and compare the types of jobs and occupations people had twenty years ago with jobs and occupations now, we will see how much change has taken place. For example, Reserves and Settlements which were once administered by government officials are now managed by Reserve and Settlement members. In the workplace, typewriters and telephones are being replaced by computers and fax machines. Whatever work is like today, remember that 10 years from now it may look quite different.

Your ability to move into tomorrow's job market will require that you have or develop the following abilities:

• Communication • Flexibility • Team Playing • Computer skills
• Mobility • Mathematics and science skills

and

A lifelong commitment to learning.

IS CAREER PLANNING A NATIVE IDEA?

Stages in the career planning process are not unlike life stages in aboriginal cultures. For example, the first part of the career planning process guides individuals to look at their skills and talents and to match these skills and talents with suitable occupations. In a similar way aboriginal cultures recognize a person's talents as "gifts" which they are then groomed to use throughout their life. This might be seen as the training stage of the career planning process. The career planning process, like aboriginal cultures, recognizes individuals for their accomplishments. In the career planning process, this recognition might come in the form of university degrees, college or technical school certificates. In aboriginal cultures, this recognition might come in the form of community respect. Most cultures have stages where individuals choose a path, start training and when training is complete, are recognized by a professional or cultural community.

Defining Work: An Aboriginal Perspective is meant to be used in career planning. As you go through this book you will find:

- information about career planning, including a list of additional resources,
- a dictionary of some jobs and training requirements,
- the words of experienced people actually doing those jobs, and
- a special section on jobs and occupations that may come about as a result of self-government.

What Exactly Is Career Planning?

Career planning is a method we can use to help vs make decisions on what we want to do to make a living or spend our time. It also helps us decide what type of lifestyle we want to live.

How did you choose the jobs you have done in the past?
Many people feel like they are working at a job because:

- "it just happened,"
- "I didn't choose it, it chose me,"
- "a friend needed help one day and I ended up doing that kind of work until now," or
- "a job came up in my community, I applied and got it."

Whatever the reason, it is likely that you thought about what the work would be like, thought about what your needs were and came to a decision to do something about those thoughts. Chances are, without knowing it, you were already doing some of the things called career planning. The difference is, career planning is a step-by-step way of:

- taking time to think about you,
- taking time to look at what's 'out there,'
- looking at your choices,
- making a plan, and
- putting that plan into action.

On the next few pages there is a summary of the steps to career planning. To work through the steps more thoroughly, you may need to refer to the publications and other resources listed at the end of this section. You can find these publications at local **Career Development Centres or by calling the Career Information Hotline at 1-800-661-3753 (free anywhere in Alberta) or 422-4266 in Edmonton.**

ONLY PEOPLE WITH DEGREES OR AN EDUCATION HAVE CAREERS

This is not so, everyone has a career. A career is your path through life by way of the work you do. But a career is more than the work you do. It includes where and how you want to live, how much money you want to make, how much spare time you want, what kind of people you want to work with, how much time you want to spend going to school before you enter the workplace or while you are working. A career is the way you live your life around the work you do now or the work you want to do. So a career is a way of life and career planning is life planning.

5 STEPS TO CAREER PLANNING: STEP BY STEP

This is a summary of the steps to career planning. To work through the steps, you will need to refer to the following booklets or guides listed at the end of this section. You can find these booklets at local Career Development Centers.

STEP 1

Step 1 is the step where you stop and look at what you are doing right now.

You do this by making a list of what you like and don't like about:

- the work you are doing right now,
- the paid or volunteer work you've done in the past, and
- your hobbies or the things you do in your spare time.

This step takes time, but it pays off. The more time you spend on it in an organized way, the better you will know yourself and what you want.

So Step 1 is not only about looking at where you have been in your past work and life, but it is also about looking at where you are going and what you want in your future.

Knowing what you want should be easy, right? But it isn't. Many of us aren't sure. To find out, we need to imagine or dream about the future. Even though it is sometimes hard to do, paying attention to what we want or dream about is very important.

It sometimes seems easier to think of all the reasons why we can't have what we want:

- "I didn't finish high school,"
- "I don't have the money,"
- "I'm too old,"
- "I'm not smart enough."

There are a million reasons and they all make sense, but so do your dreams. This step asks you to imagine what you want. Not because dreaming will get you what you want, but because knowing what you want is the first step to getting there.

STEP 2

Step 2 is about looking at what you are good at and what is 'out there' for work.

In this step it is easy to think there must be some complete test I can take to tell me what I am good at, or some counsellor I can talk to who will know this. There are no tests that you can take, nor counsellors you can talk to who will know this like you do. Books, pamphlets, computer programs and trained people can help you with this step, but the best resource in this step is **you**. Like in Step 1, it is a process of writing it down and organizing your thoughts.

In step two, you list all the things you do well, your interests, values (what things are important to you), and how you would describe yourself.

Along with these lists, you will make other lists of what is 'out there' in the work world.

It's important to remember that just as you change, the 'out there' changes too, in what is possible for work.

STEP 3

Step 3 is about looking at your choices.

This is done by thinking and deciding what career most suits what you want in your future. In this step you gather more information about occupations that interest you. You do this by:

- asking questions and getting answers about the occupation, by talking to other people like counsellors, people who do this kind of work, and people in trade or professional organizations,
- reading about the occupations, and
- going to workshops.

It's just like 'comparison shopping.' You have some time to spend and you want to know if this occupation is what you want to spend your time on. Will it give you what you want for your future?

STEP 4

Step 4 is about "What do I need to do once I decide on an occupation?"

What you need to do is work toward that occupation, to build your future. Most occupations have requirements; that is, education, training, abilities or special tools needed to do a job well. In this step you find out what those requirements are and you plan how to get them.

STEP 5

Step 5 is about making plans to move toward the future you want step-by-step.

This step can seem too big and impossible if you look at it all at once. But if you look at it in smaller pieces or steps it feels possible. A plan can help you look at what you need to do in smaller chunks and it can also help you get it done by doing it one step at a time.

If you need some help or want to look at career planning in more depth, you might want to check out some of these resources for more information:

PUBLICATIONS:

The Career Planner
Self-Directed Career Planning Guide
Occupational Profiles
How to Research Handbook

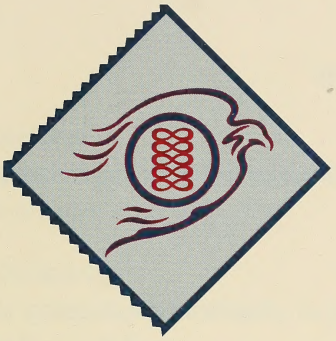
(These booklets can be found at local Career Development Centres.)

OTHER RESOURCES:

Choices - A Career Planning Computer Program (also available at Career Development Centers)

Career Counsellors (located at Career Development Centres or post secondary schools)

In Alberta you can also phone the **Career Information Hotline** for information on career planning, occupations, job search, educational options, training programs, and education funding. Just call
1-800-661-3753 (free from anywhere in Alberta) 422-4266 (in Edmonton) Hearing Impaired 422-5283 (in Edmonton) 1-800-232-7215 (outside Edmonton)



Graphic Designer

Kim McLain
Cold Lake, Alberta
Cree

"In the Native community there is a high potential for the purchasing of graphic design services and it's a service that we haven't traditionally been aware of or utilized. So I think the doors to that are really going to open up soon because (we) will start to realize the value of good graphic design."

Graphic/Lay-out Artist

Ethel Winnipeg
Siksika Nation, Alberta

"It's really rewarding...there are a lot of people who see your work. You can work independently. It can lead to many opportunities."

Media Consultant/Announcer-Operator

Ray Fox
Edmonton, Alberta
Cree

" Once you get established and you learn communication skills correctly and effectively,... work is abundant. The future is secure in aboriginal communications."

Fashion Designer

Gary Oker
Doig River Reserve, British Columbia
Beaver

"You gotta like what you do or else you won't be good at it."

ARTISTIC

Artistic people like to express ideas and feelings to others about the way they experience the world. Their work may deal with social, political and cultural issues or they may just express their own ideas.

Jobs	Training
Actor or Actress Acts in plays or other dramatic productions for theatre, movie, radio or television.	• Special training or college or technical training
Announcer - Radio or Television Speaks on radio or TV. Introduces the program. Interviews guests. Reads the news, ads and public announcements.	• University or college or technical training
Artist - Commercial or Graphic Uses shapes, colours, space and texture to make pictures or designs for books, magazines, newspapers, posters or signs.	• University or college or technical training
Craftsperson Uses traditional materials i.e. tanned animal skin, bone, quill and native designs to make decorative and functional clothing, footwear, jewelry, etc.	• Experience or special training
Dancer Dances as a soloist, with a partner, or as a member of a group to entertain audiences.	• Special training
Disc Jockey Introduces, chooses and plays music on the radio or in other places such as dances.	• College or technical training
Display Designer Designs displays in stores and in store windows.	• On-the-job training or college or technical training
Editor Chooses and prepares written work for newspapers, books for publishing companies and scripts for radio or TV.	• University or college
Engraver Engraves letters and designs on silverware, trophies, aluminum, eyeglass frames and jewellery.	• On-the-job training

Exhibit Designer
Plans, designs and oversees the making of exhibits. May do this in a museum or trade show.

- College or technical training
  Drawing skills

Fashion Designer
Designs and makes patterns for clothing. Draws ideas for new fashions.

- College or technical training

Film Editor
Works in film and video. Watches film and video and chooses the parts that will be used to make the best story or get the message across.

- On-the-job training or college or technical training

Florist or Floral Arranger
Arranges and sells flowers. Makes bouquets, corsages, sprays and wreaths.

- Special training or on-the-job training

Illustrator
Draws pictures for books or other print materials. Could be for children's books, medical textbooks, or magazines.

- College or technical training
  Drawing skills

Interior Decorator
Designs the decoration of rooms in a building e.g. paint, carpet, furniture. Suggests type and location of furniture, plants, artwork. Tells how much it will cost.

- Special training or college or technical training

Interpreter
Repeats in one language what someone has said in another.

- Qualifications exam or university

Layout Artist
Arranges pictures and words on a page for printing. Uses a computer or does it on paper.

- College or technical training

Makeup Artist
Applies makeup to actors and other performers to make them match the part they are playing on stage or in television roles.
- Special training

Model
Displays garments such as dresses, coats, etc. for photographers, buyers, or customers.
- Special training

Musician or Singer
Plays musical instruments or sings in a band or alone to entertain groups.
- Special training or university or college or technical training

Photographer
Uses a camera to take photos of people, places and things.
- University or college or technical training

Photographer's Helper
Helps photographer take pictures and develop them. Sets up lights, screens, cameras. Loads and unloads film.
- On-the-job training

Potter
Makes useful or decorative objects out of clay to sell at art galleries, craft shows, etc.
- Special training

Pow wow Dancer
Dances for pleasure, competition or performance as part of special gatherings, normally in Native communities.
- Special training

Reporter
Collects stories for the news, radio or TV. Writes the stories for newspapers or radio and TV announcers.
- University or college or technical training

Rodeo Performer
Entertains people at rodeos. Performs feats of skill and daring such as bull riding.
- Experience

Sculptor or Carver
Cuts three dimensional figures from wood, stone or other material.

- No specific training
  University or college or technical training an asset

Set Designer
Designs sets for a stage or for films.

- University or college or technical training

Silversmith
Using Native or non-Native designs, makes jewelry from silver. May engrave designs or set semi-precious stones in it.

- Experience or special training

Sign Painter
Lays out and paints letters, figures and designs, on outside walls, signs, advertising bulletin boards, windows, etc.. Draws his or her own designs, or uses an artist's drawings.

- Special training

Television Cameraperson
Operates the camera for shooting TV scenes.

- College or technical training

Translator
Rewrites parts of, or complete written passages, into a language other than the one it was originally written in.

- University

Writer
Writes for magazines, radio, TV and also writes books.

- No specific training
  University or college an asset

Receptionist/Data Entry Operator

John Ward
Edmonton, Alberta
Metis

"You meet a lot of people... You're the first contact so you should be personable."

Bank Teller

Wanita Uhersky
Fort Vermilion, Alberta
Metis

"Most people think that when you come into a bank, you come in to cash a cheque but it's not just that, there's so much more involved, you just keep learning and learning. You have to be quite familiar with the computer, everything's done on the computer, there's nothing done manually at all."

Medical Transportation Coordinator

Rose Gamble
Lac La Ronge Band, Saskatchewan

"It makes me feel good about myself to know that I'm helping.

Something I really wanted to get into was the medical services field because you see it on the reserve and a lot of elders don't speak English at all. That's part of the reason why I got into the medical field, because you see so many elders and they look lost inside the hospital and there's nobody there to interpret for them."

Medical Records Technician

Theresa White Quill-Knife
Blood Reserve, Alberta
Kainai

"I think if there are plans to have a medical facility or hospital built on your reserve, it doesn't hurt to have this kind of training.

I work for the Blood Tribe Department of Health, I've been employed with the Department of Health for eleven

years. How I got into this work was, we just had this new facility built on the Blood Reserve in 1985 and we were trying to staff all the services and there was need for a doctor. At the time they didn't know what kind of employees were required and I was originally hired on as a secretary and I became bored with my job and wanted more direct contact with people and patients, so I went to school and took a Medical Office Assistant's course. I graduated in 1987 from this course and a doctor was employed at the health center in Standoff in 1988 and because I had gone to school for that Medical Office Assistant's course, I started working with the doctor. Since we were going to be dealing a lot with medical records our Administrator appointed three of us to take the Medical Records Technician course offered through the Canadian Hospital Association. Those were correspondence courses for training-on-the-job. I graduated from the Medical Records Technician correspondence course in 1989 then wrote my Certification exam shortly after, which registers me with the Province of Alberta and recognizes me as a member of the national organization of medical records technicians. But if someone is interested in being a medical records technician, I would recommend that they attend a technical college to learn about it rather than taking the Canadian Hospital Association's correspondence course."

CLERICAL

Clerical people like to gather facts and other information by reading, watching or asking questions. They also work with numbers and look after details. They like to be careful and exact.

Jobs	Training
Accounting Clerk or Bookkeeper Keeps records of business dealings. Prepares cheques. Types and mails monthly statements to customers. Makes bank deposits.	• High school & on-the-job training
Claims Adjuster Decides how much money people should get when an insured item has been stolen or damaged, i.e. car or house insurance.	• Certificate & provincial exam
Clerk Typist Does general clerical work. Types reports, bills, application forms, etc.	• Typing skills & on-the-job training
Computer Operator Runs electronic computer systems following instructions from computer programers.	• High school & college or technical training
Court Reporter Reports word for word what is said at a trial in court. Reads back what he or she reported, if required.	• High school & college or technical training
Collection Clerk Contacts customers whose account payments are overdue. May send out letters, and keep contact with the customer until the payment is made.	• On-the-job training
Customs Clerk Completes forms and gives out information about import and export of goods. Prepares letters and reports.	• High school
Data Entry Operator Types information into a computer.	• Typing skills & on-the-job training
Dispatcher Takes telephone calls from people who need help. Sends out the police, ambulance, fire departments or taxis.	• On-the-job training

File Clerk
Files letters, forms and other materials in an office.
- High school & on-the-job training

Highway Scale Operator
Weighs trucks at a highway weigh station. Makes sure trucks are not too heavy and have permits.
- On-the-job training

Hotel Clerk
Registers guests and assigns rooms in a hotel. Also answers the telephone, makes reservations, sorts mail.
- On-the-job training

Law Clerk
Works in a law firm. Interviews clients, looks for records, writes letters, etc.
- On-the-job training & college or technical training

Library Clerk
Does many kinds of jobs in a library. Puts books on shelves, keeps record of books, writes up library cards and checks out books.
- High school & on-the-job training

Medical Transportation Coordinator
Arranges for all transportation, meals and accommodation for patients travelling to cities from isolated communities for medical care. Provides emotional support, acts as a cultural liaison and provides language translation if needed.
- Knowledge of a Native language
  Knowledge of medical terms
  On-the-job training

Messenger or Courier
Runs errands, sorts, collects and delivers letters and parcels. May do this in offices or for messenger or courier firms.
- On-the-job training

Meter Reader
Reads meters. Records how much water, gas and electricity is used in homes or by businesses and industries.
- Grade 11 & driver's licence

Office Clerk
Does clerical errands in offices. Does typing, organizes files, looks after office supplies, photocopiers and fax machines, etc.

- High school & possibly some word processing training

Payroll Clerk
Works out wages of employees for each pay cheque. Adds up the work hours, makes deductions, etc.

- High school & on-the-job training

Personnel Clerk
Takes applications for jobs. Keeps personnel records of employees.

- High school
  Business courses

Postal Clerk
Works in a postal outlet. Sorts mail and parcels within the post office.

- On-the-job training

Receptionist
Greets people entering an office or other establishment, directs them to the people they wish to meet. Answers the telephone and transfers calls. May do filing and other jobs.

- Varies
  Good communication skills

Secretary
Types, writes letters, takes minutes at meetings. Answers the telephone and makes appointments.

- High school or college or technical training

Shipping and Receiving Clerk
Sends and receives goods and keeps records of the goods.

- On-the-job training

Store Clerk
Orders, receives, stores and sends out supplies. Keeps records of shipments as they come in.

- On-the-job training

Telephone Operator
Works for a telephone company. Completes connections for customer calls, gives information and helps telephone customers. Takes care of special service calls.

- Grade 10 & on-the-job training

Teller
Works in a bank. Takes in and gives out money. Prepares bank statements. Corrects mistakes in bank records.

- High school
  Business courses

Travel Agent
Books airline tickets and hotels. Makes other travel arrangements for people.

- College or technical training

Typesetter
Types copy into typesetting system to get print material ready for printing.

- Apprenticeship or college or technical training

Word Processing Operator
Produces typed pages using a computer.

- Typing skills
  High school business courses

Community Health Representative

Sylvia McDonald
Enoch Reserve, Alberta
Cree

"You can get out, meet people, talk to them and gain the trust of the people."

Dentist

Deb Crowfoot
Siksika

"Dentistry is fun, it's an art, the art of working with people. It's not just teeth, it's treating a person's smile, treating diseases, treating people, dealing with their needs and wants, children/braces, bleaching, bonding and making people feel better.

Aside from any financial gain, the best rewards are serving the community and feeling the impact you have on the community."

HELPING

People who work in the helping area like to work with people to inform, train, develop, cure or help others see things in a healthier way.

Court Worker

JoAnne Blood
Blood Reserve
Kainai

"A lot of the bands are taking over their own community corrections, their own justice system and there are openings... and I think that if anyone is interested in it they should just go for it because it's an opportunity to help better the community if they want to help improve (it).

You have to be patient,... you got to be able to communicate with any age group, young and old, to be able to work in the Native and non-Native environment. You have to be able to look at both perspectives in order for the (client) to get fair treatment in court plus educating the non-Native to our cultural ways."

Native Language Instructor

Linda Oldpan
Hobbema
Cree

"You have to be in touch with both worlds. You need to have as much academic education as you can (as well as) contact with the elders and your culture.

You need a good sense of humour, a lot of patience and compassion for people and be culturally aware. These are the things I bring (to the class); so I have to be a role model first."

Jobs	Training
Addictions Counsellor Helps people who are addicted to alcohol, drugs or solvents.	• On-the-job training or special training
Ambulance Attendant Gives emergency care to sick and injured people. Gives care on the trip to the hospital.	• College or technical training
Blood Clinic Assistant Works in a blood donor clinic. Helps collect blood by preparing donors and looking after supplies.	• High school
Child Care Attendant Looks after handicapped children.	• Grade 10
Child Care Worker - Social Services Cares for children and babies who are at risk - those who cannot live at home.	• College or technical training
Community Health Representative Provides aboriginal communities with health prevention, education and general health care including first aid. Acts as an interpreter for health professionals and other government officials. Works under the supervision of a nurse in charge and is band employed.	• Technical training
Community Worker Works with all kinds of groups in towns or communities. Helps them meet their social needs.	• University or college or technical training
Counsellor Talks with people and helps them solve their problems. May also work in schools or help people find jobs.	• University or college

Court Worker
Acts as a liaison between aboriginal clients and the court. Appears in court and informs client of legal rights and obligations. Networks with other legal agencies and personnel on behalf of the client.

- On-the-job training

Cultural Worker
Teaches people in schools, prisons and community centers about the ways of Native people.

- Experience & knowledgeable of native traditions

Daycare Assistant
Cares for children in daycare programs. Works under a supervisor.

- Grade 10 & experience

Dental Assistant
Helps a dentist. Cares for the patients before and after they see the dentist. May do some office work.

- High school & college or technical training

Dental Hygienist
Checks people's teeth. Shows them how to keep from getting cavities. Cleans teeth. Works with a dentist.

- College, technical training or university

Dental Therapist
Checks people's teeth, cleans and shows them how to care for them. Does fillings and some extractions. Works in isolated communities where there is no dentist.

- Grade 12
  Special training

Dentist
Treats problems with teeth. Fills teeth, does root canals. Treats problems of gums and bones around the teeth.

- University

Dietary Assistant
Works with and helps a dietician. Plans menus. Sets up work hours and timetables. Orders food and other supplies. Keeps track of costs.

- College or technical training

Dietition
Plans and directs food services in a hospital, daycare and other care giving facilities. Teaches people about what foods are good for them to eat.
- University

Doctor
Sees patients to find out why they are sick. Decides what medicine or other treatment they must take to get well.
- University

Driving Instructor
Teaches people to drive.
- On-the-job training

Homemaker
Cares for sick, handicapped or other people who need home care. Does housework, cooking, etc.
- Grade 9

Lawyer
Pleads cases in court. Prepares legal papers for people. Gives advice about legal matters.
- University

Librarian
Works in a library. Is in charge of the materials like books, CDs, videos, etc. Numbers the items so that they are easy to find. Gives out information about the books or other items in the library.
- University

Life Skills Coach
Acts as a personal development mentor. Helps individuals, families and groups learn how to manage their communication skills, interpersonal relationships and/or family interactions. Teaches problem solving, goal setting and cultural enrichment.
- Special training

Licensed Practical Nurse
Gives nursing care to patients in a hospital or nursing home. Works under an RN (Registered Nurse).
- College or technical training

Nanny
Cares for and plays with children in their own homes. May live with the family.

- Good with children & references from former employers

Native Education Specialist
Advises school boards and staff about teaching Native students. Develops policy and curriculum on education programs.

- University

Native Language Instructor
Teaches an aboriginal language in schools, community colleges, friendship centers, etc. University teaching degree an asset.

- Fluency in an aboriginal language
  On-the-job training

Native Liaison Worker
Works to aid better understanding between Native client groups/communities and government departments, school boards, social service agencies, etc.

- On-the-job training

Nurse
Gives nursing care to patients in hospitals, nursing homes, doctors' offices, etc.

- University or college or technical training

Nurse's Aide or Orderly
Helps care for patients, gives baths, dresses patients and helps move them from one place to another.

- College or technical training

Occupational Therapist
Works with patients who have had an accident or illness or are old. Helps them adapt to changing physical needs.

- University

Occupational Therapy Aide
Works in occupational therapy programs. Helps patients get back their physical abilities. Works with hospital patients or outpatients.

- On-the-job training

Optician
Orders, fits and adjusts glasses or contact lenses according to doctor's orders.
- College or technical training

Parole or Probation Officer
Watches and works with young or adult offenders. Offenders are people who have been in prison or have been in trouble with the law and are now under supervision.
- University

Pharmacist
Mixes and gives out pills and other medicine according to doctor's orders.
- University

Pharmacy Assistant
Works under a pharmacist. Mixes bulk medicines. Puts on prices. Keeps records.
- College or technical training

Physiotherapist
Treats patients who have been hurt or disabled. Helps them get back body movement.
- University

Recreation Leader
Plans recreation like sports, bingos, and other activities for camps, playgrounds or communities.
- University or college or technical training

Rehabilitation Worker
Works to get services for disabled people. Helps disabled people have a better life.
- University or college or technical training

Social Worker
Talks with people and helps them with problems in their families or communities, or with personal problems. May work one-on-one or with groups.
- University or college or technical training

Speech Therapist
Finds out what causes speech problems. Treats people with speech, language or voice problems.
- University

Teacher

Prepares lessons and teaches them to a class. Gives tests and marks papers and other assignments.

- University

Veterinarian

Works with animals that are sick or need other health care. Finds out what is wrong and treats them.

- University

Principal

Noella Steinhauer
Saddle Lake Reserve
Cree Nation

"I didn't choose it, it chose me. It's given me the opportunity to set the pace for the school, to explore new horizons in education. I think education reaches far beyond books. Education has that function to give the kids that global perspective and you only do that first of all by listening to what the community wants and translating that into where they want to go."

Certified Management Accountant

Sharon Jackson
Goodfish Lake Reserve
Cree Nation

"I've certainly never ever had any problems in the accounting field finding a job, and I've had job offers without even going out and looking for them.

I have the opportunity to sit in at a management level and be involved in decision-making.

Since I got my designation people definitely recognize it, your opinions are considered and you can have input. I find that very rewarding and the money is certainly another side issue that's pretty nice."

MANAGING

People in managing professions like to make decisions and be leaders.

Director, Federal/Provincial Government Relations

Bill Haineault
Edmonton, Alberta
Metis

"...you're charting new territory, you're breaking new ground, it's challenging. You're developing the foundation of the Metis government for future generations."

Economic Development Officer

Phyllis Collins
Elizabeth Metis Settlement
Metis

"It's exciting..., be open-minded enough to see the possibilities, but yet scrutinizing enough to be able to evaluate things. You need a strong financial understanding of what you want to accomplish.

The positive is when you see something coming together. When someone comes to you with a business plan and they really don't know where to go and what to do first, and you actually see it taking shape. The negative is that sometimes there are delays in funding for projects, but it's a matter of being patient and you'll find that the negatives are not that great."

Jobs	Training
Accountant Plans and works with the budget or money of a business or group. Makes sure that it is done correctly and that it is legal. Gives advice about budgets.	• University or college or technical training
Administrative Officer Is in charge of office services like office staff, office space, budget, furniture, recordkeeping, etc.	• Experience & university or college or technical training
Advertising Manager Is in charge of planning advertisements for TV, radio, newspapers, etc. Decides what to advertise, how much it will cost and who will write and produce the ads.	• University, college or technical training
Agent or Business Manager Gets contracts for actors, singers and other performers. Looks after their business affairs.	• Experience, on-the-job training, college or technical training
Band or Settlement Administrator Runs the business affairs of an Indian band or Metis Settlement. Oversees the budget and works closely with the band or settlement council.	• Experience, university, college or technical training
Bank Manager Directs the running of a bank. Manages the head office or a branch.	• On-the-job training & university or college or technical training
Construction Superintendent Directs the building of buildings, roads, bridges railways, etc. Works with the construction manager or contractor.	• Experience, on-the-job training & college or technical training
Corporate Secretary Works for the board of directors of an organization. Answers letters, takes minutes, writes reports, prepares meeting agendas, etc.	• On-the-job training & college or technical training

Credit Officer
Takes loan or credit applications. Decides if the loan or credit should be given.

- High school

Curator
Works with artifacts in a museum or gallery. Sets up displays. Fixes or restores artifacts. Shops for and buys artifacts.

- University

Customs Inspector
Works in a custom office. Checks out cargo and people's baggage in cars at border crossings, in air and seaports to control what may or may not be brought into the country.

- College or technical training

Director-Arts & Crafts Business
Manages a small business that manufactures traditional and contemporary crafts items for sale.

- Experience and on-the-job training

Director-Broadcasting
Directs the cast and organizes a show for radio or TV. Tells them how to deal with the script or lines to get the right effect.

- University, college or technical training

Director-Social Work
Is in charge of an agency that helps people with social problems.

- University or college or technical training

Economic Development Officer
Works to increase the economic growth in communities by helping individuals start and maintain businesses as well as develops and oversees community projects. Assesses the financial viability of projects, manages projects, counsels individuals about their businesses and provides public education.

- University or college or work experience

Executive Secretary
Runs a program that is laid out by a board of directors. Does such things as run meetings, get committees together and tell the public about the association.

- On-the-job training & college or technical training

Fire Inspector
Checks out the causes of fires. Checks out buildings to make sure they are safe from fire hazards.

- On-the-job training & college or technical training

Food and Beverage Manager
Directs the serving of food and drink in a large hotel or restaurant. Directs use of the dining rooms, bars, etc.

- On-the-job training & college or technical training

Foreign Service Officer
A Canadian who works in another country to represent Canada there. Works for the government.

- University

Government Administrator
Is in charge of a government division or project. This can be at the federal, provincial or local level. Does such things as take applications for government loans, make sure government rules are followed in building houses, roads or airfields.

- University

Hospital Administrator
Directs the work of a hospital. Is in charge of nursing, therapy, treating patients, studies or research, etc.

- University

Hotel Manager
Directs a hotel or a chain of hotels. Supervises other managers, oversees budgets, employee relations and reports to a board of directors.

- On-the-job training, college or technical training

Management Consultant
Gives advice to large companies or corporations on how to make long term or short term plans.

- University

Manager
The job of a manager is different from place to place, but all managers plan the running of a business, department or other organization and see that the plans are carried out.

- Varies

Mayor
Is in charge of local government. Works with the council to make plans for the city, town or district. Is elected to his or her job.

- Elected

Medical Examiner
Checks out the cause of a person's death according to the law of the country. Works with the police and other government officials. Conducts hearings about the cause of death.

- University

Occupational Health and Safety Officer
Checks out working conditions to see if they are safe. Studies causes of accidents at work. Suggests ways to make the work place safer.

- University or college or technical training

Park Ranger
Is in charge of national, provincial or municipal parks. Supervises park maintenance crews, oversees the removal of troublesome animals, such as bears to less populated areas of the park, and makes sure fire regulations are followed by park visitors.

- College or technical training

Personnel Manager
Is in charge of the people who work in a business or other organization. Does such things as hire people, train new staff, set the wages, etc.

- University or college or technical training

Postmaster
Runs a small or large post office.

- On-the-job training

Principal
Directs a large or small school. Is in charge of the teachers, programs, office and other staff. Works with the school board, parents and superintendent.

- University

Property Manager
Is in charge of someone else's property like land, or buildings. Manages, buys, or sells property for government or private groups.

- High school & on-the-job training
  Special courses

Public Relations Manager
Plans programs to tell the public about the good points of a business, college or other organization. Does this through speaking tours, newspaper, radio, etc.

- University or college or technical training

Public Trustee or Estates Officer
Is in charge of the belongings or property of people who have died. Looks for owners of unclaimed property, decides who is the next of kin, etc.

- High school & on-the-job training

Sales Manager
Plans and directs the sales of a company or business. Trains salespersons, finds out what customers want and suggests what stock should be in the stores. Decides when sales occur and what should be on sale.

- Varies

Stage Manager
Is in charge of a stage crew who build, paint, and light a stage for a particular show.

- Special training

Store Manager
Is in charge of a specific store. Orders goods, plans displays, helps customers and is in charge of sales clerks.

- On-the-job training

Town Clerk

Does work for a city council. Makes agendas for meetings, takes minutes, answers letters, writes reports, keeps vital statistics, etc.

- Varies

Zoo Director

Directs the operation of a zoo. Plans the layout of a zoo to best suit the animals and visitors, buys and sells animals, is in charge of other workers, etc.

- University

Camera Operator/ Video & Film

Sheryl Kootenhayoo
Cold Lake, Alberta
Cold Lake First Nations

"To do this kind of work you really have to know a lot of technical knowledge about the equipment and its capabilities because there is a lot of trouble shooting.

(The best thing about this work) "is the challenges that it brings, there are always different scenarios that come up and it's not always the same, there's always something new and exciting. The negative is, I don't like working out in the cold, it's hard to concentrate when you're working outside in the cold and that's part of the job.

It's a new industry that's just starting here in Alberta as far as people becoming aware of its capabilities and the powerful medium itself is unlimited and Native people, I think, have great potential to break down those barriers that they're facing with each other and with society as a whole. For Native people to obtain this knowledge and to work with it to expand their thoughts and their feelings about certain issues is definitely powerful; it would create a lot of understanding and awareness if more people got involved."

Commercial Pilot

Rick Crosby
Fort Vermilion, Alberta
Little Red River Cree Nation

"To be a pilot is an accumulation of hours, ground school, training and experience.

There are a lot of Indian bands who are buying up air services and they would really like to hire Native pilots.

What I most like is the people. I also enjoy doing medical evacuations, it gives me a chance to use my skills to help other people. What I least like is we are on call 24 hours a day, and work 24-25 days straight, and then we get 6 days off. The time schedule isn't always the best and medical evacuations come anytime during the day or night. It seems like during the wintertime most of them happen after 9:00 o'clock in the evening, and fueling in 40 below weather isn't fun either."

PRACTICAL/ CRAFTS

People who work in practical and crafts like to use their body or hands to do a job or to make things. They like to work with numbers or details and they like to be careful and exact.

Transit Operator

Mark Alston
Calgary, Alberta
Metis

"To be a bus driver, I think you have to have a pretty mellow attitude, easy-going, forgiving and relaxed. I don't think a person that's hyper or gets impatient really quickly would be very good at the job. There's a lot of situations that you deal with all the time.

I think the chances for Native people to (be hired on with) the city driving buses would be very good (because of existing employment equity programs)."

Battery Operator

Catherine Desjarlais
Elizabeth Metis Settlement, Alberta
Metis

"What I like about this work is you make your own decisions. If something has to be done, you do it. Or if you have problems, then you get somebody else to fix it who is qualified to do the job right, because we don't have an instrumentation background.

When I was in the field, it's cold in the wintertime, you're in and out of your truck, climbing tanks and you get cold.

It's a dangerous job, there are all kinds of gases. When you go inside a vessel, you have to know what to look for and what to do in case there is dangerous gas."

Jobs	Training
Air Traffic Controller Works at an airport. Makes sure planes land and take off safely and on time. Directs air traffic to avoid collisions.	• High school & special training On-the-job training
Animal Attendant Assists in caring for animals. Could work in a zoo, petshop, kennel, lab or pound.	• On-the-job training
Animal groomer Works in dog grooming parlors. Cuts dogs' hair and clips nails.	• On-the-job training
Assembler-Small Products Assembles or puts together parts to mass produce small products.	• On-the-job training
Audio-Video Equipment Operator Records sounds and pictures for radio, TV, films or videos.	• High school & college or technical training
Baker Makes bread, cookies, cakes and pastries for hotels, supermarkets, hospitals, etc.	• Grade 9 & 3 years apprenticeship
Battery Operator Monitors processing equipment in a heavy oil treatment plant. Keeps records of processing fluids, operates equipment that moves fluids from one processing tank to another.	• High school & on-the-job training & short courses
Bicycle Repairer Fixes bicycles. Usually works on a part-time basis. Usually works in sporting goods or bicycle shops.	• On-the-job training

Blaster
Uses explosives for blasting. Takes down buildings or blasts for mines or at construction sites.

- Licensed & certified
  On-the-job training

Cable TV Technician
Installs and fixes cable carrying television signals in homes and commercial buildings such as hotels.

- High school & on-the-job training

Camera Repairer
Fixes cameras.

- High school & college or technical training

Commercial Pilot
Flies airplanes to move people, freight or mail.

- Special training

Driller
Bores blasting holes. Works all types of drilling equipment for mining or construction.

- On-the-job training

Drywall Installer and Taper
Puts drywall on walls and ceilings of buildings. Tapes, plasters and sands the joints.

- On-the-job training

Factory Worker
Operates machines in factories. Helps makes products such as building materials, processed foods, newsprint, cloth, etc.

- On-the-job training

Farmer or Farm Worker
Operates or helps operate a farm or ranch to raise livestock or crops.

- Special courses
  On-the-job training

Forest Officer
Patrols a forest. Makes sure the rules and laws are kept, such as fire regulations and timber cutting areas. Reports problems.

- College or technical training

Floorhand or Roughneck
Uses machinery to drill oil or gas wells. Fixes, puts up and takes down derrick equipment.

- Special courses
  On-the-job training

Groom or Stable Worker
Grooms and cares for horses at a racetrack or a ranch. Feeds, waters and examines horses for disease or injury. Keeps stalls clean.

- On-the-job training

Groundskeeper
Looks after the grounds or the yard of such places as a business, golf course, government building, etc.

- On-the-job training

Heavy Equipment Operator
Operates heavy construction equipment to move, load, or grade earth or other materials.

- Grade 9 & 4 years apprenticeship

Jeweller
Makes and fixes jewellery, such as rings, necklaces, earrings, etc.

- Special training

Landscape Gardener
Cares for parks or for the grounds of homes or businesses. Plants and maintains grass, trees, flowers and shrubs. Mainly seasonal work.

- Grade 9 & 4 years apprenticeship

Lens Cutter or Grinder
Uses machines to cut and grind lens-glass stock. Makes optical flats, prisms, mirrors and special-shaped lenses.

- On-the-job training

Letter Carrier
Delivers letters and other mail on a mail route.

- On-the-job training

Locomotive Engineer
Runs or drives train engines which carry people or freight.

- High school

Log Scaler
Measures and grades lumber. Tells how much lumber there is in each log.
- College or technical training

Lumber Grader
Works at a sawmill. Grades the lumber.
- College or technical training

Miner
Operates machines that cut and remove minerals in underground mines.
- On-the-job training

Nursery or Greenhouse Worker
Plants and cares for plants in a greenhouse or nursery.
- On-the-job training

Park Caretaker
Looks after parks. Gives information to park visitors. Makes sure they obey park rules.
- On-the-job training

Power Lineman
Puts up, fixes or replaces overhead or underground power lines.
- Math 20 or entrance exam & 4 years apprenticeship

Printing and Graphic Arts Craftsperson
Sets up and operates printing presses to print text or designs on paper, textiles, sheet metal and other materials.
- Grade 9 & 4 years apprenticeship

Projectionist
Operates motion-picture projectors and sound-reproducing equipment in theatres or other similar places.
- On-the-job training and trade certification

Sandblaster
Removes scale, sand, paint or grease off metal by blasting it. Uses compressed air or water and sand or other abrasives, which is blasted from a nozzle.
- On-the-job training

Sawmill Worker
Uses lumber mill equipment to cut logs into rough lumber and dimensional lumber.
- On-the-job training

Shoe Repairer
Fixes and refinishes shoes.
- On-the-job training

Spray Machine Tender
Looks after machines used for spray painting.
- On-the-job training

Swimming Pool Serviceman
Cleans, fixes and makes small adjustments to swimming pools and related equipment.
- On-the-job training

Taxidermist
Stuffs animal or bird skins to make them look like live animals or birds.
- Special training

Transit Operator
Drives a bus or light rail transit to transport passengers. Collects fares.
- Grade 10 & on-the-job training

Trapper
Traps animals for skins or furs. Sets traps. Checks the trap line. Skins animals.
- On-the-job training

Truck Driver
Operates small and large trucks to transport goods and materials.
- Special training & on-the-job training

Upholsterer
Rebuilds and fixes upholstered furniture like sofas and easy chairs.
- On-the-job training

Vending Machine Servicer
Services and fixes coin operated vending machines.
- On-the-job training

Model

Cory Holland
Kainai
Blood Tribe

"There are only a very few places in North America especially, and in the world, that a person can actually make a living at modelling.

A person should look at modelling as a growing experience, as a good place to meet friends and if a person gets a break, look at it as a growing, travelling experience, ...as a short term prospect, something for enjoyment, more of a creative outlet than any real opportunity to make money...Modelling as a career is too difficult, too unpredictable, you never know how long you're going to last because your look might "be in" for 4 or 5 months.

To model you need to be somebody who is definitely creative, out-going, not shy. Modelling is a lot like acting, you have to get up sometimes in front of hundreds of people and just display the clothing in a visually appealing manner. You're basically acting."

Sales Representative

Cheeko Desjarlais
Edmonton, Alberta

"Sales is dependent on your product. The only way that you can train is hands-on, nothing is going to give you sales experience except employment."

Craftsperson/Entrepreneur

Lavina Cross Guns
Gleichen, Alberta
Siksika Nation

"The business is a challenge, you always have to set goals. My goal right now is to own a big arts and crafts shop with all the traditional arts and crafts and all the people in the community that do arts and crafts. I would like to have their work in my store. That way I'm helping the old people, helping with employment and it's good that I'm contributing to something.

Don't get into business because you want to make money, because you're not going to make money. Go into business because you enjoy it and you're interested in it, and after that you'll make money. You have to want to do it."

SALES

People in sales work well with people. They like to talk, listen and make people comfortable. They like to work independently and set goals.

Commercial Contract Representative

Tom Sanregret
Edmonton, Alberta
Metis

"What makes a good sales person is first, to be able to relate with people and then to have a desire to assist people with their particular needs. You have to first sell yourself, before you can sell a product.

I like the freedom of sales, being able to manage my time myself and then come back with positive results.

I like meeting people, I like spending time with them, I like their interests, finding out about their cultures.

I least like meeting sales figures, that's the most difficult thing for me to accept because I like doing the job and I like working towards goals, but I don't always have control over the end result. Or sometimes when you're in sales you have to travel and I'm really a home-person; I don't like being away.

When my training started off, I needed to learn about sales, about relating to people and how others met their goals. I wanted to know how to do that, so I got motivational books, every one I could find I read. And I kept digging for this information, this magic that would be there for me to relate, to be (successful) .. and what I found was when I looked at the successful people I read about, I discovered a spiritual aspect of it. I relate that very much to what I do and how I work now, not from an outward sense, but from an internal sense, and so I apply that more to my success than I would the outward goals. So that has a great impact on how I sell today, and how I go out and relate to people. It has drawn me back to Native heritage and spirituality."

Jobs	Training
Advertising Salesperson Sells displays or classified advertising (ads) in newspapers and magazines, or advertising time on radio or television programs.	• High school & on-the-job training
Appraiser Decides how much something is worth, such as land, houses, or personal items.	• Pass an exam
Auctioneer Sells property or merchandise such as livestock, land, houses, or furniture at auctions.	• School of auctioneering
Buyer Buys goods like clothing or meat to sell to stores.	• College or technical training
Car Rental Clerk Rents cars and trucks to people at company offices, airports and other transportation terminals.	• On-the-job training
Car Salesperson Sells cars and trucks, new and used.	• On-the-job training
Cashier Takes money from customers in a store or other business. Works the cash register.	• On-the-job training
Door-to-Door Salesperson Goes door-to-door selling books, magazines, notions and other items.	• On-the-job training
Driver Salesperson Drives a truck along a route to deliver and sell products like milk, bakery goods, or to deliver services like laundry and dry cleaning.	• On-the-job training
Insurance Salesperson Sells fire, auto, marine and other kinds of insurance to clients.	• Pass an exam & on-the-job training

Manufacturer's Agent
Works for a factory. Sells the products made at the factory to stores or wholesale outlets.
- High school & on-the-job training

Model
Displays clothes to show their style and how well they are made. May have his or her picture taken for magazines or catalogues.
- Special courses

Partsman
Sells spare parts for cars and trucks, appliances, machinery and equipment. Works behind the counter in repair shops, stores or agencies.
- Grade 10 & 3 years apprenticeship

Real Estate Salesperson
Sells and leases land, houses, apartments, commercial buildings and other real estate for clients. Gets a percentage of the sale.
- Pass an exam

Sales Clerk
Looks after customers in stores. Makes sales and handles the money from the customers.
- On-the-job training

Securities Trader
Buys and sells stocks and bonds to people who want to invest money. Provincial license required.
- University or college or technical training & special training

Service Station Attendant
Sells fuel, oil and auto accessories. Services cars and other vehicles at gas service stations.
- On-the-job training

Telephone Solicitor
Tries to get orders for services or merchandise over the phone.
- Good communication skills
  On-the-job training

Vending Machine Routeman
Collects money from, and refills, vending machines that sell cigarettes, candies, beverages, etc.
- On-the-job training

Vendor
Sells fast foods, snacks, programs, etc. at a sports event, fair or street corner.
- On-the-job training

Interpretive Guide

Murray Small Legs
Peigan Nation

"What I enjoy most about being an interpretive guide at Head-Smashed-In Buffalo Jump is that it's a golden opportunity "to put away" some of the negative stereotypes of Native people that still exist today.

To be an interpretive guide, I'd recommend public speaking, a good vocabulary, good knowledge of your Native language and culture as well as learning a foreign language."

Make-up Artist/Esthetician

Pearl Bidin
Alexander
Cree

"Do the research on employment opportunities. Look around for training, there are lots of schools out there and different schools are going to offer one or more different techniques. And if you are really interested, do volunteer work. There are a lot of companies out there that will take volunteers, and any experience that you can get is the best. You learn a lot and you meet people, you get pointers and it also looks very good on your resume, and for when you apply to schools."

Firefighter

Fred Letendre
Edmonton, Alberta
Metis

"What attracted me to firefighting was the unpredictability, you never knew what you were going to get into when you went to work. It was never the same, I enjoyed helping people, I enjoyed working with groups. I enjoyed the closeness that's associated with the fire department and the friends that you make, and most of them turn out to be lifelong friends. That's the kind of stuff I enjoy in the fire department and, of course, the stability of the job.

There's a lot of training going into being a firefighter. What your training does is minimize your risk, you're able to reasonably predict what you might be getting into. There's a lot of things you have to analyse and make a judgement call on.

...if you're interested in this kind of work, find out what the qualifications are, what the expectations are and apply for it. It's something you have to work towards because it's very, very competitive."

Cook

Phyl Black Plume
Kainai
Blood

"I most like, I love the challenge... there's a lot of lifting, lots of running around, it's physically demanding.

I least like the shiftwork, you have to be the type of person who can adapt to the shift situation.

To work in this field, a person should be responsible, knowledgeable about cooking. You have to be very creative, dedicated. You have to be supportive of one another, as in a team.

There's a great demand right now for Native people in this field,...there's lots of work in hospitality, in the cooking field and for a Native person, it's excellent."

SERVICE

People in service like to work with children or old people, as well as caring for the sick and injured. They like to talk, listen and make people comfortable. They also like to be careful and work with details.

Jobs	Training
Bartender Mixes and serves alcoholic drinks in a lounge, restaurant or other area where liquor is served.	• Special courses
Beautician Shampoos, cuts, colors and perms hair.	• Grade 10 & 2 years apprenticeship or college or technical training
Bellhop Shows hotel or motel guests to their rooms. Carries luggage. Must know about hotel facilities and places to see in the city or town.	• On-the-job training
Building Superintendent Is in charge of the maintenance and operation of buildings, e.g. the boiler system.	• On-the-job training or short courses and fix-it-skills
Car Wash Attendant Works with a team of other people to wash and wax the outside and inside of vehicles. Or operaters exterior car washing and waxing equipment. Waits on customers and operates a cash register.	• On-the-job training
Chambermaid or Houseman Cleans rooms in hotels. Changes sheets, towels, leaves new soaps, etc.	• On-the-job training
Cook Prepares and cooks food. May plan menus and order supplies.	• Grade 9 & 3 years apprenticeship
Doorman Greets guests of hotel, theatres or stores. Opens doors and helps them into taxis. May sometimes have to remove rowdy or drunken persons from the premises.	• On-the-job training

Dry Cleaner
Serves customers. Takes clothing to be cleaned, returns the clothes that have been cleaned, handles cash, etc.

- On-the-job training

Exterminator
Kills pests that infest buildings and surrounding areas. Sprays chemical solutions, releases toxic gases and sets mechanical traps.

- On-the-job training

Firefighter
Protects the public from the dangers of fire. Controls and puts out fires and maintains equipment. Practises fire prevention.

- High school & on-the-job training

Flight Attendant
Serves passengers on airlines. Explains the safety equipment, serves food and drink and gives medical help if needed.

- High school & on-the-job training

Host or Hostess
Welcomes customers and seats them in restaurants, coffee shops or lounges.

- On-the-job training

Housekeeper
Is in charge of chambermaids and housemen who work to keep hotels and motels clean. Or works in private homes, providing housekeeping services for several homes on a weekly basis.

- Work experience & on-the-job training

Interpretive Guide
Takes visitors on tour of a historic site. Presents information on the significance of the site.

- On-the-job training

Janitor
Cleans the inside of buildings, washes windows, does small repairs. May do outside yardwork.

- On-the-job training

Make-up Artist/Esthetician

Massages face and neck of clients. Puts creams and lotions on the skin. Tells the clients what cosmetics to use for certain skin conditions. May shape and color eyebrows, lashes and/or remove facial hair. Does pedicures and manicures.

- High school & technical training

Masseur or Masseuse

Massages customers and applies body conditioning treatments for health reasons. Works in places like health clubs or clinics.

- Special courses

Parking Lot Attendant

Operates a parking lot or parkade. Notes time on parking tag and collects money from customers for parking time in the lot.

- On-the-job training

Police Officer

Enforces the law. Arrests those who do not obey the law.

- High school & college or technical training

Private Investigator

Checks out crimes. Seeks missing persons. Gets private information about people.

- Licensing and bonding

Railway Police Officer

Works for the railway company. Patrols and protects company property and the lives of people on the property.

- High school & on-the-job training

Recreation Facility Attendant

Works in public recreation facilities like swimming pools. Does routine clerical jobs, some janitor work and other light manual work. May take cash from users.

- On-the-job training

Security Guard
Patrols property. Protects it against fire, theft, vandalism and illegal entry.

- Bondable
  On-the-job training

Tailor
Alters clothing for a better fit. Sews clothes. Does specialized hand and machine sewing.

- On-the-job training or college or technical training

Waiter or Waitress
Serves customers in eating places, and collects money for meals.

- On-the-job training

Window Washer
Cleans windows in buildings, often highrises where he or she must use a scaffold.

- On-the-job training

Journeyman Welder/Steel Fabricator

Dennis Clarke
Fort McMurray, Alberta
Metis

"I most like this work when you complete a job. It's not abstract, it's concrete. You can see what you've done, there's a sense of accomplishment. I least like the weather factor. Anything else that you don't like, you can avoid. It's dirty, but you can avoid that with proper clothing and proper air masks, personal protective equipment."

Mechanic

Monty Lambert
Rocky Lane, Alberta
Metis

"I learned through experience. I had the chance to get into the work force, but now-a-days a lot of young people can't do that. So it's better for them to go to school and learn there, because you gotta have more in the electronic end of it now."

TRADES

People in the trades like to use their body or hands to do a job or to make things. They like to use machines, fix and understand machines and work with numbers and details.

Journeyman Roofer

Erwin Woodward
Fort McMurrary, Alberta
Metis

"There's a lot more to roofing than people think, and I'd recommend that people go through trade school because you learn more about the trade. What I least like about this work is that you ruin a lot of clothes with the tar. The hours are good, but it's hard work. It's hard on your back, and you always work around the weather. You can never really plan anything. But I'd say stick with it, and it will pay off in the end."

Journeyman Painter/Decorator

Aaron Many Guns
Siksika Nation

"What I most like about this work is that you first go to a place and all it is, is drywall. And by the time you leave, it's looking pretty nice, a lot nicer than when you came. So I can see the results of my work right away. What I least like is that the work is seasonal. In the winter a lot of the developers are not building; the summer is the fastest.

When I first got work, I left the reserve and that was hard, but once people got to know my work and I got used to them, I learned from that."

Jobs	Training
Agricultural Mechanic Services, repairs and sets up agricultural machines.	• Grade 9 & 2 years apprenticeship
Appliance Serviceman Repairs and services household appliances such as irons, toasters, coffee makers, fridges, stoves, washers and dryers.	• Grade 10 & 3 years apprenticeship
Auto Body Mechanic Repairs and refinishes car bodies. Fixes bent frames and dents, welds torn metal and replaces parts that cannot be fixed.	• Grade 9 & 3 years apprenticeship
Automotive Service Technician Services and repairs cars and small trucks.	• Grade 10 with a passing mark in Math 10/13, English 10/13 & 4 years apprenticeship
Bricklayer Lays brick, hollow tile and concrete block for buildings or other structures.	• Grade 9 & 3 years apprenticeship
Carpenter Works with wood and wood substitutes in the construction of buildings and other structures.	• Grade 9 & 4 years apprenticeship
Cement Finisher Pours, smooths and finishes concrete floors, sidewalks, curbs, etc.	• Grade 9 & 3 years apprenticeship
Communication Electrician Installs, services and repairs telephone equipment and related communication systems.	• Grade 11 & 4 years apprenticeship
Crane and Hoisting Equipment Operator Operates a crane to lift and move materials, equipment or people.	• Grade 9 & up to 3 years apprenticeship

Electrical Rewind Mechanic
Services and rebuilds electric motors, generators, transformers, etc.
- Grade 10 & 4 years apprenticeship

Electrician
Installs electrical wiring in buildings to supply heat, light and power.
- Math 20 or 23 & 4 years apprenticeship

Electronic Technician
Fixes radios, TV's, VCR's, cassette recorders and home computers.
- Grade 10 & 4 years apprenticeship

Floorcovering Installer
Installs all types of underlayments and floor coverings such as carpet or lino in any location.
- Grade 9 & 2 years apprenticeship

Gasfitter
Installs pipes and appliances that heat with natural and propane gas.
- Grade 9 & 3 years apprenticeship

Glassworker
Cuts, installs and repairs glass for windows, windshields, showcases, shower doors and stove fronts.
- Grade 9 & 4 years apprenticeship

Heavy Duty Technician
Services and repairs engines on construction and other heavy equipment.
- Grade 9 & 4 years apprenticeship

Insulator
Installs insulation material such as cork, asbestos and fibreglass in commercial and industrial buildings.
- Grade 9 & 4 years apprenticeship

Ironworker
Builds steel buildings, bridges and towers. Drills, bolts, burns and welds steel pieces.
- Grade 10 or entrance exam & 3 years apprenticeship

Locksmith
Puts in locks, fixes and adjusts them. Makes keys and changes lock combinations.
- Grade 10 or entrance exam & 3 years apprenticeship

Machinist
Makes and fixes metal parts, tools and machines. Uses equipment such as lathes, drills and grinders.
- Grade 9 & 4 years apprenticeship

Millwright
Installs and fixes the machinery in factories and other production plants.
- Grade 10 & 4 years apprenticeship

Painter and Decorator
Paints indoors and outdoors. Hangs wallpaper and does decorative finishing inside buildings.
- Grade 9 & 3 years apprenticeship

Partsman
Sells spare and replacement parts for vehicles, appliances, machinery and equipment. Works behind a counter in repair shops, stores or agencies.
- Grade 10 & 3 years apprenticeship

Plumber
Puts in pipes for water and drainage systems in buildings. Fixes the systems.
- Entrance exam & 4 years apprenticeship

Power Lineman
Puts up overhead or underground power lines. Climbs power poles. Fixes problems in power lines.
- Math 20 & 4 years apprenticeship

Refrigeration and Air Conditioning Mechanic
Installs and services air cooling and refrigeration systems.
- Grade 10 & 4 years apprenticeship

Roofer
Puts coverings on flat or slanted roofs. Uses such materials as tar, metal, shakes and shingles.
- Grade 9 & 3 years apprenticeship

Sheet Metal Worker
Works with light gauge sheet metal to make heating, ventilating and air conditioning systems.

- Math10/13 or entrance exam & 4 years apprenticeship

Sprinkler Systems Installer
Installs and maintains fire extinguishing systems that put out fires.

- Entrance exam & 4 years apprenticeship

Steamfitter-Pipefitter
Installs steam and hot water heating systems. Usually works in commercial or industrial buildings.

- Entrance exam & 4 years apprenticeship

Structural Steel and Plate Fitter
Makes and fixes steel vessels, containers, and steel parts. May have to roll, bend or press the steel into the desired shapes. Works in manufacturing shops or commercial construction.

- Grade 9 & 3 years apprenticeship

Tilesetter
Uses ceramic tile, terrazzo and marble to cover or decorate walls and floors.

- Grade 9 & 3 years apprenticeship

Transport Refrigeration Mechanic
Installs, fixes and maintains cooling equipment in mobile units used to haul loads that must be kept cold, e.g. fruits, vegetables, medicines, etc.

- Grade 9 & 3 years apprenticeship

Welder
Joins or cuts metal, using an acetylene flame or an electric arc.

- Grade 9 & 3 years apprenticeship

Computer Technician

Dirk Auger
Edmonton, Alberta
Metis

"Patience is everything...most of what you're doing is solving problems and you have to solve problems on a very detailed level.

The prospects are excellent for Native people in this field. Somebody who could speak (a Native language) and speak "computereze" and mix the two together, ... it's completely wide open, there's nobody doing it."

Medical Scientist

Malcolm King
Edmonton, Alberta
Missasaugas of the Credit First Nation, Ontario

"I specifically research pulmonary (lung) diseases. I am a chemist by training and I work in collaboration with chest physicians and others.

I most like the challenge of the science, of designing experiments and trials, designing things that can be predicted and tested, the actual laboratory science."

USING SCIENCE & MATH

People who use science and math in their work like to gather facts and other information by reading, watching or asking questions. They like working with numbers, details and being careful and exact.

Forest Protection Technician

Conrad Gray
Whitecourt, Alberta
Little Red River Cree Nation

"You do have the freedom to make your own work schedule on a weekly basis. The field part is one of the things I really enjoy where you are out in the forest.

When I was younger and my Dad was doing the firefighting, and we always did see the Forest Officer come out and do the hiring and a lot of the organizing. I think that's how it started; I thought I wouldn't mind being one of those."

Draftsperson

Eileen Radke
Edmonton, Alberta
Non-Status

"It's a growing field with the computer technology now. It's just expanded, there's so much need for workers. Even when it's slow, if you're good, there'll still be jobs.

One specialty that I would recommend to a person if they decide to go into this field is that they have a strong computer background. And I would recommend that if anybody were deciding to get into drafting that they do take a two year technical program."

Jobs	Training
Actuary Plans insurance and pension programs.	• University
Agriculturalist Studies or researches plants, animals or soil used for farming. Plans conservation programs.	• University
Agricultural Technologist Helps agriculturalists with their study or research of farm plants, animals or soil.	• College or technical training
Animal Technician Helps or assists veterinarians (vet) and other people who study animals. Watches and cares for the animals.	• College or technical training
Architect Designs buildings. Makes plans and drawings for builders. Supervises building construction.	• University
Architectural Technologist Works with building plans or design. Makes sure the plans are followed at the building site. Works out the cost of the building.	• College or technical training
Assayer Tests ores (rock from a mine) to see how much precious metal (like silver or gold) it contains. Does such things as separate precious metals, grind and work the furnaces. Is in charge of other workers.	• College or technical training
Astronomer Watches and studies stars and other heavenly (sky) bodies. Studies how the stars come to be and what will become of them. Uses telescopes and other instruments.	• University

Biologist
Studies all forms of living things. Studies how they are made, how they grow and what they do.
- University

Biomedical Engineer
Plans or designs new instruments or tools for medical research. Designs new ways of doing medical research.
- University

Chemical Laboratory Technician
Sets up and does tests on products using chemistry. Prepares reports about the tests.
- College or technical training

Chemist
Does chemical experiments on many kinds of products. The results are used to make new products or to change and improve products, e.g. plastic products, textile products, petroleum products.
- University

Computer Programmer
Writes and tests programs for computers. A program is a set of commands that tell the computer what tasks to do and in what order to do them.
- University or college or technical training

Demographer
Plans or designs surveys. Takes surveys to get information about populations, e.g. how many people live in one place, how many are 65 or older, how fast the population is growing, etc.
- University

Denturist
Makes and fixes dentures or false teeth.
- College or technical training

Draftsperson
Prepares or draws building plans or layouts using a computer.
- College or technical training

Ecologist
Studies what effects industry will have on the earth or the environment.
- University

Electronic Technician
Builds, tests, fixes, or modifies electronic equipment like radio, TV, VCR, microwaves, etc.
- Grade 10 & 4 years apprenticeship

Engineer
Designs or makes the plans for building machines and other equipment.
- University

Engineering Technician
Assists or helps engineers. Builds, fixes, services and installs equipment.
- College or technical training

Forester
Studies and controls the use of forests and trees.
- University

Forest Technician
Works with foresters. Surveys and maps out forest areas and access roads. Counts and measures trees. Watches for insects. Works with seedlings.
- College or technical training

Geographer
Studies the surface of the earth e.g. mountains, rivers, lakes, oceans, and how people live in those areas.
- University

Geologist
Researches or studies the earth for mining and oil drilling.
- University

Holographic Technician
Sets up and uses lasers and optical instruments to make three-dimensional pictures.
- College or technical training

Horticulturalist
Develops new kinds of fruits, vegetables, flowers or trees. Studies problems to do with growing plants and storing fruits and vegetables.
- University

Instrument Mechanic
Works with instruments used to measure pressure, temperature, motion, force, etc. Installs and services the instruments. Works in such places as pulp and paper mills, refineries, pipeline and other industries.
- Entrance exam & 4 years apprenticeship

Landscape Architect
Plans the layout for the use of land, e.g. parks, airports, housing districts, business areas, etc. Draws plans for such things as lawns, walkways, fences, trees, etc.
- University

Medical Lab Technician
Does tests in a lab to find out what sickness a person has and how to treat it, e.g. blood tests, urine tests.
- College or technical training

Meteorologist
Studies the weather.
- University

Microcomputer Specialist
Develops and tests programs for microcomputers.
- College or technical training

Nuclear Technician
Works with nuclear engineers on the use of nuclear energy.
- University or college or technical training

Statistician
Designs and takes surveys to get information for different studies or research.
- University or college or technical training

Surveyor
Studies and measures land that will be used in construction sites, mining areas, etc.
- College or technical training

Systems Analyst
Looks at the problems of how a business runs. Sets up problems to be worked out by computer.
- College or technical training

X-Ray Technician
Uses x-ray equipment. Makes images - take pictures - for radiologists (doctors). Places the patient in position for the picture, operates the equipment, develops the film, etc.
- College or technical training

CAREERS AND

Research interviews done in the Native community show that movement to self-government on reserves and settlements have created more jobs and new job opportunities. Therefore, if you wish to work in your community, part of the research in the career planning process might be to look at your community and find out what occupations may be needed as your community moves towards self-government. Then choose a field which matches your interests and skills with occupations needed in your particular community.

INDIAN RESERVES

As movement to self-reliance on reserves in Alberta increase, employment opportunities will also increase. Whether it is a movement to total control by individual bands, or the combined efforts of one or more bands called tribal councils, or the sharing of service-delivery by

the provincial/federal governments and Indian bands/tribal councils, knowledgeable and skilled people will be needed to staff services.

METIS SETTLEMENTS

In Alberta because Metis self-government parallels the structure of the Alberta municipal governments, many job titles will be similar to job titles that now exist in municipalities. Because Metis self-government is similar to, but not identical with existing Alberta municipal government, unique job titles will emerge.

Band and Settlement Administration

Band and Settlement Administration Council members are normally elected. They usually consist of a Chief or Settlement Chairperson with a number of Council members or Councillors. Clerical support staff are also part of this administrative system.

Areas of Development

Many job opportunities will be created as Metis Settlements and Indian Reserves move towards self-government. The following is a brief description of areas that may develop due to self-government.

Elections:

Manages the election of Band and Settlement Councillors from the nomination to the election to office.
• Enumerator • Returning Officer • Poll Clerk

Financial Administration:

Controls and maintains the financial matters of the Band or Settlement.
• Comptroller • Accountant and Accounting Clerk
• Economic Development Officer

Justice and Land Claims:

Represents the legal interests of the Band or Settlement.
• Constitutional Lawyer • Legal Researcher • Policy Analyst and Arbitrator

Membership & Land Registry Systems:

Both Reserves and Settlements have developed or are developing systems to determine membership and land use. Systems used may differ from Reserves to Settlements. However many of the occupations in this area will be similar.

• Surveyor • Land Registry Clerk • Membership Clerk

In the case of the Alberta Metis -

Metis Settlements Appeal Tribunal:

The Tribunal is an arbitration board, a quasi-judicial body to resolve disputes with respect to land and membership issues, and other matters deemed necessary by the settlement and the tribunal.

• Lawyer • Researcher • Policy Analyst and Arbitrator
• Para-legal Clerk

Fish & Wildlife Management:

Conserve and manage fish and wildlife on lands belonging to Settlements or Reserves.

• Biologist • Zoologist • Fish and Wildlife Officer
• Hunting and Fishing Guide

Resource Management:

Controls the exploration and production of natural resources (such as oil and gas, gravel, and lumber) on Settlement and Reserve lands.

• Resource Coordinator • Operations Manager • Plant Supervisor • Battery Operator

Water & Waste Water:

Controls water supply and quality and waste water removal from Reserves and Settlements.

• Civil Engineer • Sanitation Officer • Treatment Plant Operator

Utility Operations (Natural Gas Service):

Coordinates the installation and maintenance of natural gas service to community members.

• Coordinator of Service • Utility Officer • Pipefitter

Housing:

Oversees the administration of housing construction and maintenance as directed by Settlement or Band Policy.

• Housing Coordinator • Construction Trades • Housing Inspector

Land Use Management:

Plans and regulates the use of land for commercial, agricultural and industrial development.

• Land Use Management and Planning Officer • Geologist
• Forester • Agriculturalist

Transportation:

Designs, builds and maintains the roadways on Reserves and Settlements.

• Engineer • Surveyor • Heavy Equipment Operator
• Mechanic

Protection Services:

Provides fire, medical and policing assistance and security to community property and members.

• Firefighter • Police • Paramedic

Social Programs:

Provides services which foster the emotional, physical, mental, and spiritual well being of the community.

• Health Centre Administrator • Social And Child Welfare Worker • Addictions Counsellor • Community Health Worker

Recreation Complex Administration:

Provides opportunities for the community members to participate in sporting and cultural activities.

• Recreation Administrator • Cultural Director • Youth Worker

Education:

Promotes and assists the community and community members in realizing their educational goals.

• School Administrator • Curricula Developer
• Educational Counsellor

Employment:

Assists community members in obtaining and maintaining employment.

• Employment Counsellor • Trainer • Project Officers

There is potential for employment in many more occupations. These are just some examples of the types of opportunities that may be available in your community.

NOTES

National Library of Canada
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